Perry Johnson Laboratory Accreditation, Inc.

Application for Accreditation

(Strictly Confidential)

1. Name and Address of Organization		
Legal Organization Name:		
Legal Address: • If the legal address is different than the actual physical location(s) of where conformity assessment activities (i.e. testing, calibration, inspection etc.) are being performed, please indicate above. • Please provide a separate listing of addresses if more than the above address will be part of the accreditation.		
Phone:	Fax:	Website:
2. Executive Level Contact Information		
Name	Title	
Phone:	Fax:	E-mail:
3. Secondary Contact Information (i.e. Primary Contact for Accreditation Activities, if different than above)		
Name	Title	
Phone:	Fax:	E-mail:
4. Number of staff employed by organization: Technicians_____ Support Staff_____ Total: _____		
a. How many technicians are performing services outside of your facility? ____ If activities are being conducted outside of your facility, please indicate the approximate distance from the fixed location:		
b. How many shifts of employees are involved with your activities? _____		
c. Do you perform sampling related to the tests performed at your facility? ____ Yes ____ No If you desire sampling techniques to be listed on your scope of accreditation, please include them in the appropriate application annex.		
5. Is this organization internal to a larger company doing other activities? (If the answer to 6 is yes, answer **a thru f).** a. Are the other activities the main activities? b. Describe the nature of the other activities? c. Does the organization undertake conformity assessment activities for its own organizations?		____ Yes ____ No ____ Yes____ No ____ Yes ____ No

d. Does the organization undertake conformity assessment activities for outside organizations? e. Enclose an organization chart showing the outline of the organization and the chain of command from the highest executive at that location down to the laboratory head. d. Does your organization hold an ISO 9001:2015 certification by an accredited certification body? f. If, yes please attach a copy of the certificate.	____ Yes ____ No ____ Yes ____ No
6. Has the organization been assessed by any other accreditation bodies in the past? If yes, please indicate the type and date of last assessment, which covered the activities included in this application, and enclose copies of the most recent certificate. 1) 2) Please Explain the reason for seeking transfer of accreditation (i.e. cost, service etc.) _____	____ Yes ____ No ____ Yes ____ No

7. Please specify the industry(s) you service: □ Agriculture □ Automotive □ Aerospace □ Construction □ Consumer Product Safety Commission (CPSC) □ Cosmetic □ Cannabis □ DoD	□ Drug □ Environmental □ EPA Energy Star □ Food □ Forensic □ Medical □ Nuclear □ Textile □ Other Please Specify: _____

Is your facility interested in a pre-assessment? ____ Yes ____ No

Are you currently working with a consultant to prepare for accreditation? ____ Yes ____ No

Please indicate your target date to achieve accreditation by. _____

How did you hear about PJLA? □ Website □ Referral □ Tradeshow □ Other

COMPLETED BY:

Signature _____

Name _____

Title _____

Date _____

Return to: Perry Johnson Laboratory Accreditation, Inc. / Attn: President/Operations Manager
755 W. Big Beaver Road, Suite 1325 Troy, MI 48084
email to: pjlabs@pjlabs.com fax to: (248) 213-0737

PLEASE MAKE SURE TO COMPLETE THE APPROPRIATE APPLICATION ANNEX

ISO/IEC 17025:2017 Calibration-Application Annex

Please select the standard applying for other than ISO/IEC 17025:2017 as applicable.
☐ ANSI/NCSLI Z540.3-2006 ☐ Other, Please Specify: _____

In the table below, please specify your preferred scope of accreditation for calibration. Continue on additional supplementary sheets, if necessary. From this information, we can better determine how much time on-site is necessary to evaluate your laboratory. If you need assistance in completing this section, please refer to PL-4 Policy on Calibration Scopes of Accreditation, found on our website at www.pjlabs.com under the PJLA document section

CALIBRATION FIELD	MEASURED QUANTITY, INSTRUMENT OR GAUGE	RANGE OR NOMINAL DEVICE SIZE AS APPROPRIATE	CALIBRATION AND MEASUREMENT CAPABILITY EXPRESSED AS AN UNCERTAINTY (±)	CALIBRATION EQUIPMENT AND REFERENCE STANDARDS USED	LOCATION OF CALIBRATIONS PERFORMED *Multiple selections may apply*
EXAMPLE-Mass Calibration	***Analytical Balance***	***1 mg to 200 g***	***(0.013 + 0.003Wt) mg***	***Class 1 weights***	**Fixed Location ☐ Client Location ☐**
					Fixed Location ☐ Client Location ☐
					Fixed Location ☐ Client Location ☐
					Fixed Location ☐ Client Location ☐
					Fixed Location ☐ Client Location ☐
					Fixed Location ☐ Client Location ☐
					Fixed Location ☐ Client Location ☐

-Fixed Location-Calibrations being performed at the facility applying for accreditation.
-Client Location-Calibrations being performed at customer location, sites, etc.

- **Electrical Calibration** – (i.e. Voltage, Current, Amperage)
- **Dimensional Calibration**- (i.e. Gage Block, CMM, Caliper, Pin Gage, Micrometer, Optical Comparator)
- **Time & Frequency Calibration**- (i.e. Stopwatch, Frequency Counter)
- **Acoustic Calibration**- (i.e. Sound, Vibration)
- **Mass Calibration**- (i.e. Balances, Weight Sets)
- **Thermodynamic**- (i.e. Thermocouple, Relative Humidity Meter, Thermometer)
- **Chemical Calibration**-Calibration of instrumentation used for chemical analysis (i.e. pH Meter, Conductivity Meters and IR Spectrophotometer)
- **Mechanical Calibration**- (i.e. Hardness Machines, Force, Torque, Tension, Flow Meter, Colorimeter, Gloss Meter, Pressure Gages)

NOTE: Accurate and complete information in this section will provide PJLA with the necessary information to provide you with the most accurate quote for services to be provided by PJLA.

In-house Calibration-Calibrations (for which the organization is not and is not seeking accreditation) performed internally that directly affect the traceability of the calibration and/or test results (See PL-2 PJLA Traceability Policy. *(This section potentially applies to both calibration organizations and Testing organizations calibrating their own equipment)*				
CALIBRATION FIELD	**MEASURED QUANTITY, INSTRUMENT OR GAUGE**	**RANGE OR NOMINAL DEVICE SIZE AS APPROPRIATE**	**CALIBRATION AND MEASUREMENT CAPABILITY EXPRESSED AS AN UNCERTAINTY (±)**	**CALIBRATION EQUIPMENT AND REFERENCE STANDARDS USED**
EXAMPLE-Mass Calibration	***Analytical Balance***	***1 mg to 200 g***	***(0.013 + 0.003Wt) g***	***Class 1 weights***

ISO/IEC 17025:2017 Testing-Application Annex

Please select the standard applying for other than ISO/IEC 17025:2017 as applicable.

□ DoD ELAP * □ DOECAP * □ EPA NLLAP □ TNI NEFAP Volume 1 * □ AOAC Guidelines □ AAFCO Guidelines
□ TNI NELAP *, Please Specify Specific State if Applicable:_____
□ Other, Please Specify:_____

See Below for any additional information*

In the table below, please specify your preferred scope of accreditation. Continue on additional supplementary sheets, if necessary. From this information, we can better determine how much time on-site is necessary to evaluate your laboratory. Please attach your equipment list related to the items listed below. If you need assistance in completing this section, please refer to WI-8 –Work instruction for setting up scope of accreditation-Testing, found on our website at www.pjlabs.com under the PJLA document section.

FIELD OF TEST and/or MATRIX (INDICATE ALL FIELDS THAT APPLY) **SEE BELOW**	ITEMS, MATERIALS OR PRODUCTS	SPECIFIC PROPERTIES MEASURED	SPECIFICATION/STANDARD METHOD USED	TECHNIQUE/ EQUIPMENT USED	RANGE AND DETECTION LIMIT	LOCATION OF TESTS PERFORMED *Multiple selections may apply*
EXAMPLE- Mechanical Testing	*Metal Automotive Components*	*Hardness*	*ASTM E18-07*	*Rockwell Hardness Tester & Hardness Reference Blocks*	*69.4 HR15-N to 94 HR15-N Detection Limit - 0.5 HR15-N*	Fixed Location X Client Location □
						Fixed Location □ Client Location □
						Fixed Location □ Client Location □
						Fixed Location □ Client Location □
						Fixed Location □ Client Location □
						Fixed Location □ Client Location □
						Fixed Location □ Client Location □

-Fixed Location-Testing being performed at the facility applying for accreditation.
-Client Location-Testing being performed at customer location, sites, etc.

- **Acoustical Testing:** Measurements of noise, vibration, and sound level testing.
- **Mechanical Testing**: Tests, measurements and evaluation of physical properties of materials, components and assemblies.
- **Microbiological Testing:** Microbiological tests and methods used for bacteriological analysis.
- **Optical Testing:** Tests for the performance of fiber optic components, cable plants and systems.
- **Thermodynamic Testing**: Tests of measurements and transformations of energy to heat.
- **Chemical Testing**: Chemical analysis and detection including instrumental and automated methods.
- **Biological Testing**: Biological, microbiological and biochemical testing and measurement.
- **Electrical Testing**: Tests of an electrical and electronic nature performed on instruments, equipment, appliances, components and materials.
- **Dimensional Inspection**: Determination of dimensional parameter to establish magnitude or for comparison to defined nominal.
- **Environmental Testing:** Tests for constituents in various environmental media.
- **Non-Destructive Testing**: Examination of materials, components and assemblies to detect discontinuities without damaging the material, component or assembly.

***DoD ELAP, DOECAP or TNI NELAP**-Please include a separate analyte listing for each test method/matrix applied for

***TNI NEFAP**-Please include Sampling Methods, Measurement/Testing in the above fields; Also include a separate listing of additional field sampling sites and their activities that are considered part of the accreditation including mobile labs.

NOTE: Accurate and complete information in this section will provide PJLA with the necessary information to provide you with the most accurate quote for services to be provided by PJLA.

In-house Calibration-Calibrations (for which the organization is not and is not seeking accreditation) performed internally that directly affect the traceability of the calibration and/or test results (See PL-2 PJLA Traceability Policy. *(This section potentially applies to both calibration organizations and Testing organizations calibrating their own equipment)*				
CALIBRATION FIELD	**MEASURED QUANTITY, INSTRUMENT OR GAUGE**	**RANGE OR NOMINAL DEVICE SIZE AS APPROPRIATE**	**CALIBRATION AND MEASUREMENT CAPABILITY EXPRESSED AS AN UNCERTAINTY (±)**	**CALIBRATION EQUIPMENT AND REFERENCE STANDARDS USED**
EXAMPLE-Mass Calibration	***Analytical Balance***	***1 mg to 200 g***	***(0.013 + 0.003Wt) g***	***Class 1 weights***

Reference Material Producer ISO 17034:2016-Application Annex

For testing facilities, please complete the 17025:2017 Testing Application Annex to obtain multiple accreditations for ISO/IEC 17025 and ISO 17034.

In the table below, please specify your preferred scope of accreditation. Continue on additional supplementary sheets, if necessary. From this information, we can better determine how much time on-site is necessary to evaluate your organization. Please attach your catalog, equipment list related to the items listed below. If you need assistance in completing this section, please refer to WI-8 –Work instruction for setting up scope of accreditation-Reference Material Producer, found on our website at www.pjlabs.com under the PJLA document section.

If ISO/IEC 17025 accreditation is also being applied for, please refer to Section C of this application and complete the appropriate fields.

REFERENCE MATERIAL CATEGORIES (INDICATE ALL FIELDS THAT APPLY) **SEE BELOW**	CRM, RM or Both	ITEMS, MATRIX, MATERIALS OR PRODUCTS	SPECIFIC CONSTIUENTS OR PROPERTIES	SPECIFICATION, STANDARD, METHOD OR TECHNIQUE USED	RANGE, if applicable REFERENCE VALUE CAPABILITY (RVC)* (if applicable)	RESPONSIBLE ORGANIZATION TYPE FOR THE RM *see table below
EXAMPLE- A 7.1 Gas Mixtures	***CRM ☐ RM ☐ Both X***	***Calibration Gas Cylinder***	***Gas Mixture concentration***	***FTIR - Fourier Transform Infrared Spectroscopy***	***Range: 10 µmol/mol to 499 000 µmol/mol RVC: (1.0 x 10^{-2} + 1.50 x 10^{-2}C) µmol/mol***	***Type 4****
	CRM ☐ RM ☐ Both ☐					
	CRM ☐ RM ☐ Both ☐					

For CRMs, the scope of accreditation shall be expressed in terms of a best Reference Value Capability which shall include the RMP's estimate of its least uncertainty of measurement (U_{CRM}) for each property value's range it reports. CRMs that are an identification value (such as species identification) or where the property value is an ordinal number (such as a color fastness chart) do not require an uncertainty of measurement to be stated in the scope of accreditation.

- **Chemical composition**: Reference materials, being either pure chemical compounds or representative sample matrices, either natural or with added analytes (e.g. animal fats spiked with pesticides for residues analysis), characterized for one or more chemical or physicochemical property values..
- **Biological and clinical properties**: Materials similar to Chemical, but characterized for one or more biochemical or clinical property values
- **Physical properties**: Materials characterized for one or more physical property values, e.g. melting point, viscosity, density.
- **Engineering properties**: Materials characterized for one or more engineering property values (e.g. hardness, tensile strength, surface characteristics, etc).
- **Miscellaneous:** Other materials not defined in the other categories

Are subcontractor(s) utilized for any production processes? Yes ☐ No ☐
If yes, please provide details below:

Inspection Body ISO 17020:2012-Application Annex

In the table below, please specify your preferred scope of accreditation. Continue on additional supplementary sheets, if necessary. From this information, we can better determine how much time on-site is necessary to evaluate your organization. If you need assistance in completing this section, please refer to WI-9 –Work instruction for setting up scope of accreditation-Inspection, found on our website at www.pjlabs.com under the PJLA document section

If ISO/IEC 17025 accreditation is also being applied for, please request and complete the appropriate application annex documents.

If you are already ISO 9001 certified for the scope listed below, please attach a copy of your current certificate for evaluation as this will impact your quotation for services.

FIELDS OF INSPECTION (SEE TABLE BELOW)	TYPES OR RANGE OF INSPECTION	SPECIFICATION, STANDARD, METHOD OR TECHNIQUE USED	INSPECTION BODY CATEGORY (SEE TABLE BELOW)	NUMBER OF INSPECTORS FOR THIS SCOPE	APPROXIMATE DISTANCE OF INSPECTION SERVICES FROM FIXED LOCATION
EXAMPLE Pressure Systems	***Boilers & Pressure Vessels***	***ASME Boiler & Pressure Vessel Code ANSI/ASME B31.1, ANSI/ASME B31.5,***	***Category A***	***5***	***Approximately 15 Miles***

Note-Additional sheets should be completed for any sites/premises for which key activities are being performed. Key activities include the following: policy formulation, process and/or procedure development, process of initial selection of inspectors and, as appropriate contract review, planning conformity assessments, review and approval of conformity assessments or for when there are facilities that perform contract review separate from the head office, maintain records not kept at the head office, maintain management system documentation not kept at the head office and obtain maintenance and calibration of specific equipment kept separate from the head office.

Inspection Body Type

- ☐ Type A- An inspection body providing third party inspections
- ☐ Type B- An inspection body providing first party inspections, second party inspections, or both, which forms a separate and identifiable part of an organization involved in the design, manufacture, supply, installation, use or maintenance of the items it inspects and which supplies inspection services only to its parent organization (in-house inspection body)
- ☐ Type C- An inspection body providing first party inspections, second party inspections, or both, which forms an identifiable but not necessarily a separate part of an organization involved in the design, manufacture, supply, installation, use or maintenance of the items it inspects and which supplies inspection services to its parent organization or to other parties, or to both

Fields of Inspection

- ☐ Agricultural products
- ☐ Asbestos – Surveying for asbestos on premises
- ☐ Building – Installation of Construction Products
- ☐ Bulk cargoes (e.g., petroleum, coal)
- ☐ Cargoes in containers and packages
- ☐ Cargoes: Transportation of Dangerous Goods and Use of Transportable Pressure Equipment
- ☐ Cast products
- ☐ Cattle Feed Raw Materials
- ☐ Chemical
- ☐ Chicken and Turkey Farms to include Hatcheries and Poultry Meat Slaughter and Cutting
- ☐ Construction – General Building
- ☐ Construction materials (e.g., wood, roofing material, composite material)
- ☐ Cranes
- ☐ Electrical
- ☐ Engineering
- ☐ Farmed Fish
- ☐ Fire Protection System and/or Fire Resistant Construction
- ☐ Food processing factories (including bottled water, Red and White Meat, and Cutting)
- ☐ Foods
- ☐ Drugs, Dietary Supplements, Pharmaceuticals
- ☐ Forensic
- ☐ Forged products
- ☐ Gaming or Lottery Equipment and/or Systems
- ☐ Gas
- ☐ Legionella Risk assessments (bacteria)
- ☐ Mechanical/machinery
- ☐ Non-Destructive Testing by Personnel Certified to a Recognized Certification Scheme
- ☐ Operational Verification – Preparation on-going review & implementation of verification schemes throughout installation lifecycle
- ☐ Personal Protective Equipment
- ☐ Pipelines
- ☐ Pressure Systems (Major, Intermediate, Minor) to include Boilers, Pressure Vessels, Piping and Pipework
- ☐ Product Manufacturing
- ☐ Protective coatings
- ☐ Rolled products
- ☐ Social Care Providers - Adult
- ☐ Shellfish Purification Plants
- ☐ Structures (e.g., steel, concrete)
- ☐ Textiles
- ☐ Toys - Safety
- ☐ Welding
- ☐ Other (specify):